

CONFIDENTIAL

Registry
PER-19

ROUTING AND RECORD SHEET**SUBJECT:** (Optional)

Meritorious Unit Citation - Pre-Press Composition Section, FBIS/DS&T

FROM:

R. W. Manners
 Director, Foreign Broadcast
 Information Service

EXTENSION

NO.

FBIS-0129/88

DATE

14 June 1988

25X1

TO: (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Protocol Branch
 Room 7E29, Headquarters

2.

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RETURN COPY

7 June 1988

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

VIA: Deputy Director for Science and Technology

FROM:

Executive Secretary, Honor and Merit Awards Board

25X1

SUBJECT:

Meritorious Unit Citation - Pre-Press Composition Section
Foreign Broadcast Information Service/DS&T

1. I am pleased to note that the Meritorious Unit Citation has been approved for Pre-Press Information Service, Foreign Broadcast Information Service, Directorate of Science and Technology. A copy of the memorandum which will be placed in the Official Personnel File of each employee named in the recommendation is attached for your information.

2. We are committed to present awards as soon as possible after their approval. When you have informed the unit of their award, please ask a member of your staff to mail the attached "Return Copy" of this memorandum to the Protocol Branch no later than 21 June 1988, and the name and telephone number of the individual whom the Protocol Branch should contact to arrange presentation of the award.

Attachments

cc: D/OI

Awardee notified of award on

(date)

by

(name, office, extension)

Awardee can be reached on

(telephone)

Comments:

UNCLASSIFIED when separated
From CONFIDENTIAL attachment

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FBIS-6444-88

7 June 1988

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

VIA: Deputy Director for Science and Technology

FROM: Executive Secretary, Honor and Merit Awards Board

25X1

SUBJECT: Meritorious Unit Citation - Pre-Press Composition Section
Foreign Broadcast Information Service/DS&T

1. I am pleased to note that the Meritorious Unit Citation has been approved for Pre-Press Information Service, Foreign Broadcast Information Service, Directorate of Science and Technology. A copy of the memorandum which will be placed in the Official Personnel File of each employee named in the recommendation is attached for your information.

2. We are committed to present awards as soon as possible after their approval. When you have informed the unit of their award, please ask a member of your staff to mail the attached "Return Copy" of this memorandum to the Protocol Branch no later than 21 June 1988, and the name and telephone number of the individual whom the Protocol Branch should contact to arrange presentation of the award.



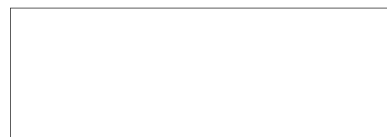
25X1

Attachments

cc: D/OL

UNCLASSIFIED when separated
From CONFIDENTIAL attachment

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25X1

CONFIDENTIAL

7 June 1988

MEMORANDUM FOR THE RECORD

FROM:


Executive Secretary, Honor and Merit Awards Board

25X1

SUBJECT: Meritorious Unit Citation - Pre-Press Composition Section
Foreign Broadcast Information Service/DDS&T

1. The Meritorious Unit Citation has been approved for the personnel of Pre-Press Composition Section, Foreign Broadcast Information Service, Directorate of Science and Technology, for the period July 1987 - December 1987.

2. The list of employees is attached. Please distribute one copy to each awardee's file as highlighted.

25X1

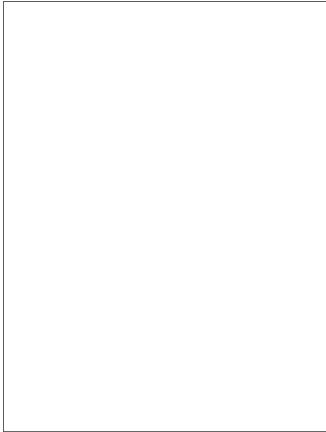
cc: Each OPF

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FBIS PRE-PRESS COMPOSITION SECTION STAFF EMPLOYEES

July 1987 - December 1987



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